

**SANDPOINT URBAN RENEWAL AGENCY  
MEETING MINUTES OF FEBRUARY 6, 2018  
7:30 A.M. CITY HALL COUNCIL CHAMBERS**

**MEMBERS PRESENT:** Eric Paull, Kendon Perry, Marilyn Sabella, Aaron Qualls, Curt Hagen, Tom Bokowy (by phone).

**MEMBERS ABSENT:** Steve Lockwood

**CITY COUNCIL/ STAFF PRESENT:** Maree Peck (minutes), City Administrator Jennifer Stapleton, Mayor Rognstad, Elle Susnis, Vice Chair of Sandpoint Arts Commission and Grants and Projects Administrator Sean Scoggin.

Meeting was called to order by Chairman Paull at 7:30 AM.

**Minutes:** Minutes for the January 2, 2018 meeting were approved as submitted.

**Financial Report:**

Downtown general account \$585, 114.82; Revenue Allocation Fund a/c \$130,197.81; Northern \$1,125, 135.73; Downtown loan balance \$818,629.05 (next payment due 3-15-18 \$124,149.01).

Increment received in January: \$0 for Northern and \$0 for Downtown

Invoices for payment not project specific: \$4,700 2016/17 Audit. **Sabella moved and Perry seconded to approve payment. Motion passes unanimously with Lockwood and Hagen absent.**

Eric Paull announced that he completed the annual registration with State of Idaho for filing the 2016/17 Audit on January 31, 2018 and notified the City of Sandpoint.

**Old Business**

**Downtown streets:** 2017/18 Downtown Streets budget - \$1,000,000. Advanced to date: \$0; remaining balance \$1,000,000. Invoices for approval \$0. No updates provided.

*Curt Hagen arrived at 7:33 a.m.*

**Baldy Pedestrian Project:** Advanced to date: \$163,598.62. Remaining balance \$686,401.38. Invoices for approval \$245.78 and \$368.09. No updates provided. **Perry moved and Qualls seconded to approve payment. Motion passes unanimously with Lockwood absent.**

**Art:** Elle Susnis: Downtown funds; \$74,987.92; Northern \$124,897.13.

**Hydrant painting:** budget of \$1050.00; Invoices for approval \$0. Elle said high school students are ready to go weather permitting.

*Jennifer Stapleton arrived at 7:35 a.m.*

**Silver Box Project:** advanced to date \$6,653.30; Remaining balance \$13,346.70; Invoices for approval \$942.00. Elle reported the boxes are complete. They will be installed weather permitting. There were issues with the original request for proposal regarding the pricing structure. They will revise and will provide SURA an updated proposal at their next meeting. They plan to trade out artists on an annual basis. **Hagen moved and Sabella seconded to approve payment. Motion passes unanimously with Lockwood absent.**

**Schweitzer Roundabout Public Art:** budget \$113,500.00; Invoices for approval \$0. Elle reported they extended the Call closing to February 28, 2018.

**Annual Report** – draft Annual Report review. Report is due to the City of Sandpoint March 31. Need to approve during Public Meeting to be scheduled on March 13, 2018

**University of Idaho:** Mayor Shelby Rognstad/City Administrator Jennifer Stapleton update. Mayor Rognstad said the University of Idaho wants to sell the Boyer property consisting of 77 acres. They are collaborating with the City on a planning process and how the property could be used in the future. A subarea review was conducted on the University of Idaho property including surrounding areas that was completed in early December 2017. The only way to guarantee the City reaches its goals and aspirations of the property is by ownership. The City sent a grant request to the LOR Foundation in November in the amount of \$4 million. During the Comprehensive Plan revision process, the goal of the community is to preserve 42 acres of parks and open space and to preserve a ten-acre parcel for a potential community recreation center. 22 acres would be dedicated for development such as multi-family and mixed-use development. The LOR Foundation has invited the Mayor and staff to meet with their Board on March 6<sup>th</sup>. He urged the Urban Renewal Board to participate as a partner with the City and to write a letter of commitment that the agency believes it's important to have a significant amount of the land to be designated for conservation, wetlands, recreation, etc.

Jennifer Stapleton added that a letter of support for the grant application and a letter of commitment from SURA that they will look at revisions to the Revenue Allocation Area (RAA) to be included in the northern area. This would make the grant application more competitive with the LOR Foundation. If the City can't purchase the property, it's important to see development on the property that will be consistent of what the community wants.

Eric Paull noted the U of I property is within the northern urban renewal district, however, the U of I property is not located within the RAA. If we are willing to do a development agreement to participate in any public improvements, we need to amend our plan. The piece of property to be included can't exceed 10% of the existing allocation area which allows approximately 47 acres. We would obtain the legal description that will be dedicated for private development excluding the wetland area.

Mayor Rognstad said they are on a deadline. The University of Idaho stated they are interested in disposing the property this summer. Eric Paull said the letter would include SURA's plan to amend their urban renewal plan. Mayor Rognstad said they would need the letter by February 23<sup>rd</sup>. Jennifer Stapleton said they were invited to make a grant presentation on March 6<sup>th</sup> with written materials to be submitted to the LOR Foundation in advance. Mayor Rognstad said ideally the City would sale the mixed use/multi-family parcel to SURA with the City retaining

45 acres. SURA would provide infrastructure improvements to ensure or facilitate the development of a recreation center and private development on 22 acres. The City doesn't want to be in a position to be the developer.

Jennifer Stapleton said it clearly came through the public involvement process that a significant portion of the property remain available for open public use and open recreation. If the City can't acquire the property, then it's important to find a developer who can carry out the community's vision. Mayor Rognstad noted that the entire property is currently zoned single family residential. A developer could build within 40 feet of the watermark that would not meet the community's aspirations. He said he doesn't have a market value at this time.

Eric Paull stated it will be a lengthy process to revise their plan and to add 32 acres into the RAA. They have to conduct a supplemental eligibility study and hold agency/City meetings and workshops, then conduct an updated feasibility study. There will be costs and time involved that requires SURA participation. You have only one opportunity to revise the plan. The downtown plan has already been revised. We can't extend the date of September 30, 2029. Jennifer Stapleton said they are working on another funding opportunity but won't be available until next year. Mayor Rognstad said the goal is to obtain funding for the purchase of the entire property.

**Perry moved and Hagen seconded** that SURA draft a letter of support to the City that SURA supports the City's pursuit of the grant opportunity which is in the community's best interest for the City to acquire the property. In support of that effort, SURA is going to look at pursuing an amendment to the RAA. **Motions passed unanimously with Lockwood absent.**

Jennifer Stapleton requested that a representative from SURA attend the LOR Foundation presentation on March 6<sup>th</sup>.

### **New Business**

**Executive Session – I.C. 74-206(1)(c) – to acquire an interest in real property which is not owned by a public agency. Perry moved and Sabella seconded to go into Executive Session pursuant to I.C. 740206(1)(c) – Roll call vote: Hagen – yes; Sabella – yes; Perry – yes; Paull – yes; Qualls – yes. The Board went into executive session at 8:20 a.m. Perry moved and Sabella seconded to come out of executive session. Unanimous roll call vote. The Board came out of executive session at 8:55 a.m.**

**Adjourn 8:55 a.m.**

Next regular meeting, March 13, 2018, 7:30 a.m. City Hall City Council Chambers